

Writing for Litigation Management MAGAZINE

Being a contributor to *Litigation Management* magazine is a great way to share your knowledge with the magazine's more than 18,000 subscribers. It's also a great way to work with other CLM Members and Fellows. Each quarter, the magazine features articles from each of the CLM committees as well as feature articles on a broad range of litigation management-related topics. If you're interested in writing an article for a committee, first check with your committee chairperson(s). If you're interested in writing a feature article, send a brief description of the article idea to Susan Wisbey-Smith at susan.wisbey-smith@theclm.org.

Once your article idea has been accepted, you will be slotted into a specific issue. Article deadlines and magazine mailing dates are outlined in the schedule below.

Litigation Management Production Schedule

	WINTER 2014	SPRING 2014	SUMMER 2014	FALL 2014
ARTICLES DUE TO MANAGING EDITOR	September 27	December 16	March 29	June 27
MAGAZINE MAILES	December 2	February 25	June 4	August 22



AUTHOR GUIDELINES

In order to maintain the quality of the publication, there are a few guidelines we ask authors to follow.

- All articles must be co-authored by two parties, one of which must be on the client-side of litigation management business (e.g., a claims executive, in-house counsel, corporate risk manager, etc.).
- All articles must be original, previously unpublished work.
- Keep your article within the assigned word count (committee articles are 700 to 1,500 words and feature articles range from 1,200 to 2,000 — the editor will give you a word count if your proposed feature idea is accepted for publication). Please provide sidebars or graphic options when appropriate.
- The audience is only partially comprised of attorneys. Articles should not be written for attorneys only.
- Do not use footnotes or endnotes — you are writing a magazine article, not a term paper.
- This is an article, not a legal brief. Please do not write in legalese or use excessive references to case law.
- Articles should not be a reporting on case law. They can, when appropriate, incorporate case law as it relates to the topic, but should go beyond reporting. If you are discussing a court decision, tell readers how that decision affects day-to-day business. Provide hints and tips for avoiding related litigation. An article that merely recaps court decisions is not an article suitable for publishing.
- Do not use phrases like, “This article will discuss.” Discuss the topic, don't tell the reader you are going to discuss it.
- Use past issues of *Litigation Management* and newsstand publications like *Time*, *US News & World Report*, *Fortune*, *Sports Illustrated* and others as samples of the kind of writing we desire. We want to engage readers with interesting storytelling that communicates and educates without boring and alienating readers.

If you have any questions about contributing to *Litigation Management* magazine or need help during the writing of your article, please contact Susan Wisbey-Smith, Managing Editor, at susan.wisbey-smith@theclm.org or 847-317-9103.

We hope to see your name in print soon!